

**Minutes of the Planning Commission Regular Meeting of Tuesday, September 18, 2018
Council Chambers, One Twin Pines Lane, Belmont, CA**

ROLL CALL 7:00 P.M.

Planning Commission members Present: Majeski, Kramer, Meola, Goldfarb, McCune, Pyrz
Planning Commission members Absent: Hendrix

Staff Present: Community Development Director de Melo, Senior Planner Gill, Associate Planner Dietz, and Administrative Assistant Lynn

PLEDGE OF ALLEGIANCE

Led by Commission Chair Goldfarb.

COMMUNITY FORUM

There were no speakers from the public.

COMMISSIONER ANNOUNCEMENTS / AGENDA AMENDMENTS

None

CONSENT CALENDAR

A. Minutes of August 21, 2018

ACTION: Meeting Minutes approved 4 Ayes, 0 Noes, 1 Absent, 1 Abstained, 1 Recused.

STUDY SESSION

None

PUBLIC HEARINGS

7. A. 2856 Wakefield Drive-Conditional Use Permit (CUP) and Design Review Amendment

Commissioners stated that no ex-parte communications were made.

Senior Planner Gill provided an overview of the staff report and presentation to consider a Conditional Use Permit and Design Review to amend the Hallmark West Detailed Development Plan (DDP) to add a 511 square foot patio enclosure to the existing single-family residence for a total of 3,601 square feet which complies with the development guidelines for this DDP. This project would replace an existing patio enclosure at the rear of the dwelling. Staff provided a memo with a minor modification that indicated the CUP findings are in Belmont Zoning Ordinance (BZO) Section 10.7.3. Staff stated all findings are in the affirmative and recommended project approval.

Chair Goldfarb invited the applicant to speak.

Joe Gottula, contractor, stated the deck will be smaller, and the sunroom will be created with transparency for an open view.

COMMISSION COMMENTS

In response to Commissioner Meola, Staff stated the sunroom design is similar to their neighbors.

Chair Goldfarb opened the Public Hearing. No speakers came forward.

Chair Goldfarb closed the Public Hearing.

Commissioners all concurred in approval and made the findings.

ACTION: On a motion by Commissioner Majeski, seconded by Commissioner McCune to approve a Conditional Use Permit and Design Review to amend the Hallmark West Detailed Development Plan (DDP) by adding a 511 square foot patio enclosure to the existing single-family residence for a total of 3,601 square feet which complies with the development guidelines for this DDP. This project would replace an existing patio enclosure at the rear of the dwelling. (Application No. PA2018-0062)

Motion passed with Belmont Zoning Ordinance citation noted. 6-0 (6 Ayes, 0 No, 1 Absent)

Chair Goldfarb stated this item is appealable within 10-calendar days.

7. B. 2120 Coronet Boulevard – Single-Family Design Review

Commissioners stated that no ex-parte communications were made.

Planning Technician Shek summarized the staff report and presentation to consider a Single-Family Design Review to construct a second-floor addition totaling 948 square feet to an existing 1,700 square foot single-family residence. Findings are in the affirmative and staff recommended approval.

Chair Goldfarb invited the applicant to speak.

Mike Murphy, applicant, stated they would change out the siding.

Marcela Ramirez, owner, stated they wanted to upgrade to a more sensible and practical floorplan.

Chair Goldfarb opened the Public Hearing. No speakers came forward.

Chair Goldfarb closed the Public Hearing.

COMMISSION COMMENTS

Commissioners all concurred in approval and made the findings.

ACTION: On a motion by Commissioner Majeski, seconded by Commissioner McCune to approve a Single-Family Design Review to construct a second-floor addition totaling 948 square feet to an existing 1,700 square foot single-family residence. (Application No. PA2018-0067)

Motion passed 6-0 (6 Ayes, 0 No, 1 Absent)

Chair Goldfarb stated this item is appealable within 10-calendar days.

OTHER BUSINESS / UPDATES

Community Development Director noted the following updates:

- City Council approved the Vesting Tentative Map Amendment and Final Map for the Ashton mixed-used project located on Davey Glen/El Camino Real.
- Invitation to Council's and Commissions for meeting from Congresswoman Speier's office to hear guest speakers discuss housing issues on November 2, 2018 at 4:00PM in the San Mateo Chambers. Due to the Brown Act, only 3 Commissioners can attend.

ADJOURNMENT at this time being 7:22 PM to a regular meeting of the Planning Commission to be held on October 2, 2018.

Diane Lynn
Administrative Assistant

Meeting televised and web streamed